

Town of Essex  
29 West Avenue  
Essex, CT – Meeting Room A

Building Committee

September 16, 2015

**MINUTES**

Building Committee members in attendance:

Bruce Glowac  
Leigh Rankin  
Kelly Sterner

Others: Paul Drummey, CREC  
Mark Malcarne, Tremco Inc.  
Tom Hibbard, H&R  
Tom Fitzgerald, Region #4  
Norman Needleman, First Selectman

Meeting called to order by Bruce Glowac at 8:06 a.m.

Paul Drummey requested that the first sentence under the CREC report be stricken from the minutes of 9/9/15.

Kelly Sterner noted a change on page 2, third paragraph, 2<sup>nd</sup> sentence should read “Leigh priced out the equipment and found that it (delete is) was priced correctly.”

**Approval of Minutes:**

***Leigh Rankin moved to approve the minutes of 9/9/15 as amended, seconded by Kelly Sterner.  
Motion Passed.***

## **CREC Report:**

### **a. Status reports:**

Paul Drummey reviewed his responsibilities on this project and his perception as to how things are going. Bruce responded that the Building Committee is very pleased with the overall project. Paul asked Mark Malcarne from Tremco to come to discuss the three roofs, the work and the warrantee. Mark distributed a handout on the contractor and manufacturer of the warrantee.

Mark reviewed the Warranty portion of the Essex Town Hall Roof Replacement and specifically item "C" – Applicator/Roofing Contractor Warranty. He referenced a recent experience at Connecticut College as an example of a possible scenario. Mark indicated every time he has had to contact Silktown for any leaks they have been very responsive and do a good job. Tremco has done approximately 30 or 40 roofs with Silktown to date. He indicated they are competitively priced.

Bruce indicated to Mark that he would like Silktown to continue to do the pitch pockets, and roof cuts for the A/C at the Elementary school prior to winter and to further discuss with them the vent issues in Town Hall. Mark indicated that the Tremco warranty covers inspections in the years 2,5,10, 15 & 20. These inspections are just before the end of the Silktown 2 year period. Tremco's warranty covers the manufacturer's warranty on the product, including material and labor up until the total cost of the installation of the roof system. He is suggesting if we want anything done on the next two years that Silktown should do it. Mark told Bruce if there are any leaks at all to call him directly as he is local. Kelly inquired about Tremco keeping long term records (warrantees) on file in the event one cannot be found here at the Town Hall down the road. Mark confirmed Tremco will keep one on file and we will receive a paper copy as well no matter what.

### **b. Change orders:**

There will be an update to the pco (potential change order) for the removal of sheetrock; therefore, this cost for this change order will be modified. Paul discussed the decking and he came up with the costs by his own calculations. Leigh questioned the labor costs, and Tom (H&R) has indicated they may need to go back and look at the decking piece and those associated costs.

Paul distributed his correspondence to John McConville at Silktown with regards to all the change orders that they met on and discussed last week. Bruce asked Paul where are

we at with all the change orders. Paul responded that he recently had a meeting with Silktown to discuss these issues. Silktown felt they did justice with extra things that came up on this project; however, there was no indication of the concessions that were made. Tom (H&R) felt the bid was very competitively priced based on the time of year and the timeline involved.

Bruce asked Tom (H&R) what he thought about the numbers in Paul's letter. Tom (H&R) indicated that the costs seemed relative in the real world with that, feels the costs are in line. Paul discussed the plumbing change order letter to John (Silktown) and Plumbing Solutions answered back with an additional 15% credit. Bruce confirmed that we requested certain plumbing changes and those are noted. Bruce asked Paul and Tom (H&R) to continue conversations with Silktown on the other change orders. There are 2 weeks left to completion and the punch list indicates a few more things. As an example, the exhaust vents in the media center and boiler room needs to be screwed down. Tom Fitzgerald also has a few more items to add to the punch list. Bruce reiterated we need more paper backup as explanation for the change order costs. Paul will supply the Building Committee with the daily CREC reports. Bruce would also like to see receipts to confirm these change orders in the event the public or anyone else who asks to see them.

c. **Roof Venting Town Hall:**

Paul discussed the change order for the Town Hall Roof. The metal will be completed by 9/23/15 and the roof flashing by 9/24/15. Paul is waiting to hear from the Building Committee on the attic ventilation. Paul discussed the fumes that were apparent last week and called for cuts in the roof to vent the roof from last Friday into Saturday. Paul asked that it remain open until Sunday. A ticket will be presented for workers that came back and plugged the holes. He will get the cost of that ticket to Bruce by end of day today.

Originally, flashing was to be put around the existing vents. Then it was decided to just go over them. Silktown came back to us with a pco to re-vent the roofs and the Building Committee felt the cost was high; however, the equipment was close to quote. This would require four cuts, four curbs and four pieces of equipment. Paul indicated it can be expedited for \$1,000. Bruce feels we should proceed with the venting and we will not expedite. Tom (H&R) will inquire about the controls (spring relief or mechanical).

Paul reiterated that the Town Hall project continues to go well. He'll have a report from

beginning to end.

***Bruce made a motion to accept the pco for the vents on the Town Hall from Silktown, and will not expedite the equipment and get the work done in the estimated 5 weeks, seconded by Kelly Sterner. Motion Passed.***

Paul Drummey and Tom (H&R), Tom Fitzgerald, departed meeting at (9:17 a.m.)

**Old Business:**

- a. Land Use Offices – Kelly sent to Building Committee the drawing that was done and she received. Bruce will look again at the glass walls. Local builders are very busy right now therefore; the Building Committee agreed there is no urgency until the roofing projects are complete.
- b. Town Garage Building – Norman discussed a contact that would like to assist on the building of the Town Garage. Kelly discussed the site walk on Monday and what the Inland Wetlands Commission determined. They indicated that the building will need to be shifted slightly to keep a certain distance from the stream. IWWC will have decision by October 13, 2015.

**New Business:**

- a. Air conditioning Proposal
  - Essex Elem. – Silktown sent a change order invoice to Leigh for the additional roof cuts and pitch pockets for more units as time and school vacations allow. Leigh also discussed the Thermomedics bill on the remaining A/C at the school and it came in at \$272K for the remainder of the school minus gym and café. The Building Committee recommended we go forward with the classrooms.

***Bruce made a motion to accept the quotation from Thermomedics for A/C for the remainder of school not to include the gym and cafeteria, seconded by Kelly Sterner. Motion passed.***

- Town Hall – Leigh indicated that Thermomedics will start on Town Hall next week. Leigh would like to pass along a copy of the plan that CME did to give to Tom at Thermomedics.

Parking lot quotes, Leigh inquired about a walkthrough including reviewing drainage in the front. Bob will look at it to determine whether drainage is needed and he can relay to Dave Caroline as well. It was decided that the Building Committee will be the General Contractor on this project and will target this project for March 2016.

Norman discussed the Walnut Street Bridge RFP which came back from the State of which cannot be bid on for the next 2 years from this past July.

**Other business:**

Invoices approved by Building Committee:

Silktown Roofing	re: Elementary School Roof	\$231,816.71
WMC	re: Walnut Street Bridge	\$ 3,923.30

**Adjournment:**

***Motion to adjourn by Bruce Glowac at 9:59 a.m., seconded by Leigh Rankin Passed.***

Respectfully submitted,

Yvonne Roziak  
Recording Secretary